

CAREER SERVICE COMMISSION MINUTES

**October 24 & 25, 2012, 8:30 a.m.
Room 412, 4th Floor Capitol Building**

October 24, 2012

Members present:

Barb Christianson
Bob Grandpre
Dawn Morris
Dan Mosteller

Others Present:

Sandy Zinter
Ellen Zeller
Kevin Forsch
Debra Owen
Linda Roseland

Sandy Zinter welcomed the members to the first meeting of the new Civil Service Commission. The Civil Service Commission combines the Career Service Commission and Law Enforcement Civil Service Commission into one seven member Commission. Debra Owen presented a new member orientation, which included statutory role and responsibility, rules and rulemaking process, open meeting laws, PEPL fund coverage. Ellen Zeller presented an overview of the Classification and Job Evaluation System.

Election of Officers

There were two members nominated for Chairperson, Barbara Christianson and Greg Ingemunson. Each member received two votes, so the decision was deferred to the next day when there would be five members available to vote.

Ellen Zeller presented the Classification and Compensation Agenda. The new classes presented were the *Real Estate Law Specialist*, *Building Construction Manager*, *Corrections Corporal*, and the *Corrections Major*. After discussion by the commission members of the new classes, Commissioner Christianson made a motion that the classes be approved. Commissioner Morris seconded the motion. All voted in favor.

Commissioner Grandpre made a motion that the meeting adjourn until the next day. Commissioner Christianson seconded the motion. At 9:50 a.m., the meeting adjourned.

October 25, 2012
Rm. 412 & Teleconference

Members present:

Barb Christianson
Bob Grandpre
Dawn Morris
Dan Mosteller
Judy Greff

The meeting was called to order at 9:00a.m. Election of officers was the first item on the Agenda. There were two nominations, Barbara Christianson and Greg Ingemunson. The members voted, and Commissioner Christianson received three votes and Commissioner Ingemunson received two. Commissioner Christianson was elected chairperson, and stated that she is happy to serve in that capacity.

**Bureau of Human Resources
Minutes of Public Hearing to Adopt Rules**

The Civil Service Commission convened at 9:00 a.m. on Thursday, October 25, 2012 in Rm. 412 in the State Capitol Building, Pierre, South Dakota.

The meeting was held to conduct a public hearing to consider the proposed repeal of chapters §§55:01:01 to 55:02:26, inclusive, the amendment of rule numbered 55:06:01:02, and the adoption of rules 55:09:01 to 55:10:11:17

Civil Service Commission members present: Robert Grandpre, Dawn Morris, Judy Greff, Barbara Christianson and Daniel Mosteller.

Bureau of Human Resources staff in attendance: Debra Owen, Kevin Forsch, Ellen Zeller, Kim Stahl, and Linda Roseland.

Others present: Eric Ollila with SD State Employees Organization, Dana Svendsen with the Department of Public Safety, Jon Bierne with DCI and Scott Rechtenbaugh with DCI.

Written Testimony

There was no written testimony received before the hearing.

Oral Testimony

Debra Owen from BHR spoke about the process for adopting the rules. The Notice was published in three newspapers and distributed to interested parties. She explained that these changes do not expand or eliminate any programs and there is no additional expense.

Eric Ollila with the SDSEO testified in support of the rules. Dana Svendsen with DPS testified to say that the Department of Public Safety was in support of the rule changes.

Barbara Christianson, Civil Service Commission Chair asked if there were any more comments or questions. There were none, so the members voted on the rules. Commissioner Greff made a motion to accept the rules as presented and Commissioner Morris moved to second the motion. All voted in favor.

There being no other business, Commissioner Grandpre made a motion to adjourn and Commissioner Greff seconded. All voted in favor.

The meeting adjourned at 9:20 a.m.